

Appendix A --Scope, Schedule, and Compensation

This is an attachment to the Aiken Avenue Stream Realignment Design Services Contract, in which details associated with the scope, fee, and schedule are provided. Additionally, specific information regarding project assumptions, CITY responsibilities, work breakdown structure (Attachment A), and CONTRACTOR rate schedule (Attachment B) are also provided in this appendix.

SCOPE OF SERVICES

CONTRACTOR shall provide engineering and other professional services to the CITY as described herein.

TASK 1 -- FIELD SERVICES AND PRELIMINARY ENGINEERING

Description of Sites -- The project site is bounded on the east by Aiken Avenue, and residential lots fronting Midland Terrace, on the south by Cheek Road, and the immediate west by US 70. There is an existing City of Durham (City) sanitary sewer outfall that extends on the project site from Cheek Road towards E. Geer St within an easement in and along this tributary and continues past our area of interest. This unnamed tributary to Goose Creek drains to the Neuse River.

Subtask 1A -- Wetland/Stream Buffer Delineation -- Complete a detailed investigation of the project site for jurisdictional waters of the U.S. The tract will be traversed on foot and the soils, vegetation, and hydrology will be evaluated and potential wetland areas examined by procedures described in the 1987 Corps of Engineers Wetland Delineation Manual. The site will also be evaluated for waters subject to state and local City of Durham stream buffer regulations. Since this is a detailed investigation of jurisdictional waters, the locations of any wetland and stream areas will be located with flagging tape.

Subtask 1B -- Geotechnical Investigation -- Provide geotechnical services (through a sub-consultant) as follows:

- Collect and analyze three soil borings along the stream site, to 10 feet of depth, using hand equipment or tripod rig.
- Develop a geotechnical report evaluating subsurface conditions relative to excavation/backfill.

Subtask 1C -- Topographic / Location Survey -- Perform a topographic and location survey of existing sanitary sewer lines and creek crossing three properties with parcel identification numbers 0842-17-01-1901, 0842-17-01-0571, & 0842-17-01-5391. The survey will consist of full creek location, wetland/stream flags, soil borings, adjacent sewer outfall and structures. The survey will create a digital terrain model to define existing topography and grades for use in determining earthwork and property impacts. In addition, planimetric information will be collected, and existing features and conditions will be located within the survey limits identified above. Planimetric information to be collected for design of improvements includes, but is not limited to the following:

- Drives -- location, type, and width.
- Signs -- location, type, and size.
- Utilities - Locations of underground utilities will be based on visible above ground structures. More specifically, the following data will be collected in regard to the utilities within the survey limits:
 - Storm Drainage -- location, size (with sizes labeled on each side of inlet), type, top, invert elevations, and inlet and outlet locations both inside and outside planimetric limits.
 - Sanitary sewer -- location, size, type, top, and invert elevations.
 - Water -- location of valves, meters, and hydrants.
 - Gas -- location valves and meters.

Subtask 1D - Preliminary Design -- Submit a brief preliminary design letter report providing two to four alternatives of the stream realignment/restoration solution, along with a preliminary cost opinion of each alternative, and the recommended improvement.

TASK 2 - CONSTRUCTION DOCUMENTS

Subtask 2A - Stream and Wetlands Survey Mapping -- Produce an official jurisdictional wetlands map for Corps sign-off, which is valid for five years.

Subtask 2B - Stream Design -- 60% Design Drawings -- This will include 60% design drawings showing proposed plan and profiles along with site grading. This set will be completed for 401/404 permitting processes.

Subtask 2C - Easement Exhibits -- Prepare easement exhibits for securing drainage easements and/or construction access easements. Maps will be prepared in accordance with G.S. 47-30.

Subtask 2D - Wetland & Stream Buffer Concurrence - Coordinate with the U.S. Army Corps of Engineers (Corps) and NC Division of Water Resources (DWR) to obtain concurrence of delineations and a signed wetlands map which will be valid for five years from date of signature.

Subtask 2E - Flood Study -- Analyze design using HEC-RAS modeling for determination of 100-year flood elevation. Provide modeling information and Floodplain Development Permit application, as applicable, to City of Durham Floodplain Administrator for review and approval. This study and resulting determination is necessary for designing sanitary sewer manhole rim elevation adjustments that may be necessary.

Subtask 2F - Stream / Wetland Disturbance Permitting -- Provide consultation and complete application packages for NC DENR and the US Army Corps of Engineers (Corps) to acquire proper permits to impact any streams, and/or wetlands. Efforts include creation of impact exhibits, attendance at coordination meetings with the City and/or their consultants for coordination of design and submittals, and miscellaneous coordination/meetings as requested.

Subtask 2G - Stream Design -- 100% Construction Documents -- Preparation of Site Plan and Construction Documents for the stream restoration / realignment work to be completed as part of the project. Design will also include a stream crossing for City of Durham vehicle access. Submit Site Plan package to Durham City/County Planning for review. Submit construction documents to Durham County for Land Disturbance permitting. Planting consulting will be provided during construction for coordination of available alternate plants with current growing/planting season. Alternates will be considered based on landscape and/or nursery recommendations and included as submittals in accordance with Specifications. Construction document package will consist of:

- Existing Conditions Plan
- Erosion Control Plan
- Proposed Plan and Profile
- Planting Plan
- Details
- Specifications

Subtask 2H - Site Plan / Land Disturbance Permitting - Prepare application forms as required to submit site plan package to the City and respond to review comments (application fees by City). Also submit Land Disturbance permit package to Durham County and respond to review comments.

Subtask 2I - Project Coordination Meetings -- Attend coordination meetings with the City and/or their consultants for coordination of design and submittals and miscellaneous coordination/meetings as requested.

Subtask 2J - Public Involvement Meetings – Attend up to three individual land owner meetings or attend a "town hall" style public meeting with exhibits to accurately portray information to the general public or affected parties.

ASSUMPTIONS

Following are assumptions that were used in the development of the Scope of Services and Compensation. Scope and Compensation adjustments may be necessary if these assumptions are incorrect.

1. Construction drawings will be submitted for review and approval in one set of plans showing one phase of construction.
2. City sewer will not be relocated, only manhole rim elevations raised to appropriate elevation.
3. A full hydraulic analysis will be required to set manhole rims above the 100-year elevation, though a No-Rise or FEMA submittal will not be required.
4. All fees associated with permitting applications will be paid directly by the City of Durham.
5. The following items are not included in this contract:
 - CLOMR/LOMR/CLOMR-F/LOMR-F/LOMA.
 - "No-Rise" Certification.
 - Off-site roadway improvements design.
 - Construction observation.
 - Construction Staking.
 - Staking for off-site roadway improvements.
 - Legal advertisements for construction contracts.
 - Court appearances for litigation, or preparation for same.
 - Revised directives from City after design has begun.
 - Retaining wall and/or structural design.
 - Site lighting.
 - Greenway design.
 - Tree Survey.
 - Encroachment agreement process with the City or NCDOT for non-standard improvements proposed within the Rights-of-Way (such as landscape, hardscape, signage, trails, etc.).

DELIVERABLES

The CONTRACTOR shall provide the following deliverables to the CITY:

1. Preliminary Design Letter Report;
2. Required easement exhibit(s);
3. 60% design drawings via electronic delivery (PDF);
4. Eight (8) copies and an electronic (PDF) version of the 100% design package;
5. All permit applications for CITY signature;

CITY RESPONSIBILITIES

The CITY shall perform the following duties for this project:

1. CITY shall conduct all bidding and construction procurement services.

SCHEDULE

The Firm's services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the project. The following is the expected schedule for completion of work on this project:

- Schedule to be mutually agreed upon between City and McAdams.

The time limits and schedule set forth above have been agreed to by the CITY and CONTRACTOR, but the time limits and schedule shall be extended for (1) reasonable cause, or for (2) any delays associated with the CONTRACTOR's work on the project that are not the sole responsibility of the CONTRACTOR.

COMPENSATION

CONTRACTOR shall be compensated by the CITY for the SCOPE OF SERVICES described herein as follows:

Task	Not-to-Exceed Fee	Lump Sum Fee
Task 1 - Field Services and Preliminary Engineering		
Subtask 1A - Wetland Stream Buffer Delineation		\$2,500
Subtask 1B - Geotechnical Investigation		\$4,960
Subtask 1C - Topographic / Location Survey	\$4,950	
Subtask 1D - Preliminary Design		\$6,500
Task 2 - Construction Documents		
Subtask 2A - Stream & Wetlands Survey Mapping		\$5,000
Subtask 2B - Stream Design - 60% Design Drawings		\$19,500
Subtask 2C - Easement Exhibits	\$3,000	
Subtask 2D - Wetland & Stream Buffer Concurrence		\$1,000
Subtask 2E - Flood Study		\$6,000
Subtask 2F - Stream / Wetland Disturbance Permitting	\$7,000	
Subtask 2G - Stream Design - 100% Construction Documents		\$27,750
Subtask 2H - Site Plan / Land Disturbance Permitting	\$4,000	
Subtask 2I - Project Coordination Meetings	\$3,000	
Subtask 2J - Public Involvement Meetings	\$4,000	
TOTALS	\$28,950	\$73,210

The total cost of Not-to-Exceed fees combined with Lump Sum fees is \$99,160.

The Work Task Breakdown associated with the Compensation is provided as Attachment A.

The CONTRACTOR rate schedule to be utilized with "Not-to-Exceed" fee tasks is provided as Attachment B.

Attachment A
City of Durham
Aiken Avenue Stream Realignment
McAdams Work Task Breakdown

Task	Description	Labor Hrs	Subconsultant	Expenses	Total Not-to-Exceed Fee	Total Lump Sum Fee
1	Field Services and Preliminary Engineering					
1A	Wetland/Stream Buffer Delineation	40				\$ 2,500
1B	Geotechnical Investigation	0	\$ 4,717.50	\$ 242.50		\$ 4,960
1C	Topographic/Location Survey	78			4,950	
1D	Preliminary Design	56				\$ 6,500
	Task 1 Subtotal				\$ 4,950	\$ 13,960
2	Construction Documents					
2A	Stream and Wetlands Survey Mapping	56				\$ 5,000
2B	Stream Design - 60% Design Drawings	186				\$ 19,500
2C	Easement Exhibits	32			3,000	
2D	Wetland & Stream Buffer Concurrence	8				\$ 1,000
2E	Flood Study	49				\$ 6,000
2F	Stream/Wetland Disturbance Permitting	58			7,000	
2G	Stream Design - 100% Construction Documents	256				\$ 27,750
2H	Site Plan/Land Disturbance Permitting	36			4,000	
2I	Project Coordination Meetings	21			3,000	
2J	Public Involvement Meetings	27			4,000	
	Task 2 Subtotal				\$ 21,000	\$ 38,250
					Not-to-Exceed Fee	Lump Sum Fee
Total Fee Estimate					\$ 29,950	\$ 73,210
Grand Total Fee Estimate					\$	\$ 99,160



Attachment B McAdams Rate Schedule

1. For contract by hourly charge, the following rates apply:

Chairman, President, Vice President	\$275.00/hour
Department Head	200.00/hour
Senior Project Manager/Sr. Technical Advisor	180.00/hour
Project Manager	145.00/hour
Senior Engineer/Senior Consultant	120.00/hour
Project Engineer/Project Consultant	105.00/hour
CAD/Technical Manager	125.00/hour
Sr. CAD Technician/Sr. Designer	100.00/hour
CAD Technician/Designer	90.00/hour
Jr. CAD Technician/Designer	75.00/hour
Technical Facilitator	95.00/hour
SUE Project Manager	130.00/hour
Senior Survey Project Manager	120.00/hour
Survey Project Manager	105.00/hour
2 Man Survey Crew	125.00/hour
Construction Observer	105.00/hour
Project Coordinator	75.00/hour
Courier	50.00/hour

Hourly services are recorded and rounded to the nearest 1/2 hour.

Hourly rates are subject to adjustment at the beginning of each calendar year.

2. The following are charged in addition to the hourly rates:

Subcontractor Invoices..... Cost Plus 5%
Expenses at cost

3. Projects are billed on a monthly basis and invoices are due upon receipt. Invoices which have been not been paid within 30 days are past due and subject to finance charges of 1.5% per month.

The John R. McAdams
Company, Inc.

Raleigh / Durham, NC
2905 Meridian Parkway
Durham, North Carolina 27713
(919) 361-5000

Charlotte, NC
11301 Carmel Commons Blvd,
Suite 111
Charlotte North Carolina 28226
(704) 527-0800

McAdamsCo.com

Designing Tomorrow's Infrastructure & Communities



Fee Summary

Date:	April 27, 2015
Job Name:	Aiken Avenue Stream Realignment
Job Number:	FOR-14299
Client:	City of Durham

Code	Task	Fee	Notes
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Task 1 - Field Services and Preliminary Engineering

1A	Wetland/Stream Buffer Delineation	\$2,500	Fixed
1B	Geotechnical Investigation	\$4,960	Fixed
1C	Topographic/Location Survey	\$4,950	Hourly
1D	Preliminary Design	\$6,500	Fixed

Task 1 Subtotal \$18,910

Task 2 - Construction Documents

2A	Stream and Wetlands Survey Mapping	\$5,000	Fixed
2B	Stream Design - 60% Design Drawings	\$19,500	Fixed
2C	Easement Exhibits	\$3,000	Hourly
2D	Wetland & Stream Buffer Concurrence	\$1,000	Fixed
2E	Flood Study	\$6,000	Fixed
2F	Stream/Wetland Disturbance Permitting	\$7,000	Hourly
2G	Stream Design - 100% Construction Documents	\$27,750	Fixed
2H	Site Plan/Land Disturbance Permitting	\$4,000	Hourly
2I	Project Coordination Meetings	\$3,000	Hourly
2J	Public Involvement Meetings	\$4,000	Hourly

Task 2 Subtotal \$80,250

Total Proposed Services **\$99,160**



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/16/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER JJ Wade & Associates P.O. Box 1209 212 S Main St. Davidson, NC 28036	CONTACT NAME: Harriet Thomas PHONE (A/C No. Exn): (704) 892-9297 FAX (A/C No.): (704) 896-0485 E-MAIL ADDRESS: hthomas@jjwadeinsurance.com
INSURED The John R. McAdams Company, Inc. PO Box 14005 Research Triangle Park, NC 27709	INSURER(S) AFFORDING COVERAGE INSURER A: Ohio Security Insurance Co. 24082 INSURER B: Ohio Casualty Insurance Co. 24074 INSURER C: West American Insurance Co. 44393 INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 2014-2015 Master

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY					EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X	BKS54942557	12/31/2014	12/31/2015	MED EXP (Any one person) \$ 15,000
	<input checked="" type="checkbox"/> Contractual Liability					PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> No XCU Exclusion					GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC					\$
A	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS	EAS (15) 54942557	12/31/2014	12/31/2015	BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident) \$
						combined single limit \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR				EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE	WS054942557	12/31/2014	12/31/2015	AGGREGATE \$ 5,000,000
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH)	Y/N	XWW54942557	12/31/2014	12/31/2015	E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate Holder is an Additional Insured with respects to General Liability as required by written contract.

CERTIFICATE HOLDER

CANCELLATION

crystal.penton@durhamnc.go City of Durham Department of Water Management 101 City Hall Plaza Durham, NC 27701	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE J.J. Wade, III/AH
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ACORD 25 (2010/05)

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/16/2015

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IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance Management Consultants, Inc. P.O. Box 2490 Davidson NC 28036	CONTACT NAME: Linda Love PHONE (A/C No. Ext): (704) 799-1600 FAX (A/C No): (704) 799-2955 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Beazley Insurance Company, Inc. NAIC # 37540 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED The John R. McAdams Company, Inc. P.O. Box 14005 Research Triangle NC 27709	

COVERAGES CERTIFICATE NUMBER: 2/5/14 Renewal REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Per occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				WC STATUTORY LIMITS <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	PROFESSIONAL LIABILITY		V15R6G140801	2/5/2014	2/5/2015	PER CLAIM: \$2,000,000 AGGREGATE: \$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

crystal.penton@durhamnc.go

City of Durham
Department of Water Management
101 City Hall Plaza
Durham, NC 27701-3329

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Jeff Todd/LL